

TAB

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30 September 1954

OFFICE OF PERSONNEL MEMORANDUM NO. 20-605-5

SUBJECT: Longevity Step Increases

1. Public Law 763, 83rd Congress, extended the longevity step increase provisions of Title VII of the Classification Act of 1949, as amended, to include employees serving in grades through GS-15. This change became effective at the beginning of the first pay period following 1 September 1954. Appropriate amendments to Part 25, Federal Employees Pay Regulations, were published in the Federal Register 18 September 1954 and are quoted in the attachment for the information and guidance of all concerned.

2. In accordance with the Agency's policy of adopting the principles and practices of the Classification Act, the Chief, Processing and Records Division will be responsible for initiating action to review the records of on-duty personnel who may have become eligible for immediate increases under the extended provisions and to process actions for eligible employees in accordance with existing procedures applicable to longevity step increases.

3. Appropriate Agency and internal regulatory issuances will be developed by the Planning and Analysis Staff in collaboration with other appropriate elements of the Office of Personnel which are concerned.

STATINTL

  
George E. Meloon  
Deputy Assistant Director  
for Personnel

Attachment

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OPM 71-54

| UNCLASSIFIED   |              | CONFIDENTIAL       |             | SECRET |  |
|--|--------------|--------------------|-------------|--------|--|
| (SENDER WILL CIRCLE CLASSIFICATION ON TOP AND BOTTOM)              |              |                    |             |        |  |
| <b>CENTRAL INTELLIGENCE AGENCY</b><br><b>OFFICIAL ROUTING SLIP</b> |              |                    |             |        |  |
| TO   |              | INITIALS           | DATE        |        |  |
| 1  | ExO/P        | <i>[Signature]</i> | 28 SEP 1954 |        |  |
| 2  | <i>DAD/P</i> | <i>[Signature]</i> |             |        |  |
| 3  | <i>PA S</i>  |                    |             |        |  |
| 4  |              |                    |             |        |  |
| 5  |              |                    |             |        |  |
| FROM   |              | INITIALS           | DATE        |        |  |
| 1  | C/PAS        | <i>[Signature]</i> | 24 Sept.    |        |  |
| 2  |              |                    |             |        |  |
| 3  |              |                    |             |        |  |

|                                      |   |                                    |
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| <input type="checkbox"/> APPROVAL    | <input type="checkbox"/> INFORMATION          | <input type="checkbox"/> SIGNATURE |
| <input type="checkbox"/> ACTION      | <input type="checkbox"/> DIRECT REPLY         | <input type="checkbox"/> RETURN    |
| <input type="checkbox"/> COMMENT     | <input type="checkbox"/> PREPARATION OF REPLY | <input type="checkbox"/> DISPATCH  |
| <input type="checkbox"/> CONCURRENCE | <input type="checkbox"/> RECOMMENDATION       | <input type="checkbox"/> FILE      |

20-605-5 OPM # 71-54 3082554

Remarks:

We do not have published Agency or OP procedures on longevity step increases. Approval of the attached OPM is recommended to process new ones for GS-12/15 under existing PRD procedures to expedite matters. Since it merely an extension of an existing PRD activity, the OPM has not been coordinated with PRD.

Drafting of an OPM and Regulation on procedures has already been initiated.

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